

# AccountMate®

## Product Release Bulletin AccountMate 10.1 for SQL and Express November, 2016

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### Product Overview – AccountMate 10 for SQL and Express

AccountMate 10 remains a real-time, customizable business management and accounting solution designed to address the needs of small to medium-sized businesses. It utilizes Microsoft's SQL server to assure scalability, up-time performance, and better data security. Two versions of AccountMate 10 are available:

1. **Express** version for businesses with up to five concurrent users and an increased database size limit of 10 GB. NOTE: The 10GB DB limitation applies to only SQL Server 2008 R2 Express Edition and newer. The 4GB limit remains unchanged with older SQL Server versions
2. **SQL** version for companies with up to hundreds of users and larger databases. It requires the purchase of a full Microsoft SQL Server license

Both versions have the same user interface, ease of use, configuration of modules and are source code modifiable.

Both source code and compiled versions of AccountMate 10.1 for SQL and Express are available. The source code version is available at an additional charge.

It also provides an upgrade path from previous AccountMate versions and product lines, thereby allowing an easy transition into the new version without incurring exorbitant costs in data conversion and user re-training.

### Enhancements in Version 10.1

Building on and in addition to the product features from prior AccountMate for SQL and Express releases, this AccountMate 10.1 for SQL/Express Build offers a substantial amount of changes and enhancements. There are too many to include in this PLB. Instead, we have produced a few documents that will help you to review the scope of this latest release and also provide information that you may decide to send to your clients.

All marketing documents can be found in the Business Partner section under the Product Information heading as separate categories or under “All Links”.

There are some very extensive enhancements that are being introduced in AccountMate 10.1 for SQL and Express. The majority of these enhancements were a result of the feature enhancement voting at prior SYNERGY and Roundtable Events, and requests from our AccountMate Business Partners and their customers. Some of the higher visibility changes include:

### **New Sales Configurator and Manufacturing Configurator modules**

The new **Sales Configurator** and **Manufacturing Configurator** modules facilitate reduction of order entry time, order entry errors, and product engineering time as well as the prevention of duplicate bill of materials, accuracy of pricing and bills of materials, and version control of product engineering. The **Sales Configurator** module seamlessly integrates with AccountMate’s Sales Order and Accounts Receivable modules. The **Manufacturing Configurator** module integrates with AccountMate’s Manufacturing module.

### **Enhanced Audit Trail Feature**

The **Audit Trail** feature was introduced in AccountMate 8 for SQL. With this feature, authorized users can set up audit trail by module, by table, and by field. If an audit trail for a certain Transaction function is necessary, you must set up an audit trail for each table related to the function.

In AccountMate 10, we have taken this feature one step further by providing the capability to track data entry changes by transaction. An **Audit Trail** tab or window is added in each applicable **Transaction** function. When a transaction is amended, the new **Audit Trail** tab or window displays the previous changes made to the transaction (i.e., the date and time the transaction was amended, the user who made the amendment, the workstation used to make the amendment, the field that was amended, the previous value, and the amended value). This enhancement helps users easily locate amendments made to a transaction.

### **Payroll Enhancements**

The Payroll module has been enhanced as follows:

#### **Supports Payroll Application and Printing of a Check for an Employee with Multiple State Transactions**

There are circumstances when an employee works for two or more states within a pay period. For example, a health care company may have employees who frequently travel to work in their facilities located in the states of California and Nevada within the same pay period. In this situation, the previous AccountMate versions require you to print multiple payroll checks (i.e., one check for each state) for that single pay period.

AccountMate 10 for SQL is enhanced to support the payroll application and printing of a single check for an employee to which multiple tax states are assigned. To implement this enhancement, users can set up multiple tax states in the **Employee Maintenance > W-4 Info** tab and set up earning codes for each tax state. Users can then apply payroll for an employee for the multiple tax states.

#### **Option to Exempt Certain Employees from Additional State Taxes during Payroll Application**

This version provides an option to apply additional state taxes to certain employees during payroll application. A new checkbox called **Apply Additional State Tax** has been added to the **Employee Maintenance** function for this purpose. Unmarking the **Apply Additional State Tax** checkbox means the employee is exempt from the additional state taxes. Marking this checkbox configures AccountMate to calculate both the employee and employer additional state taxes based on the **Additional Tax Code Setup** in the **PR Module Setup > State** tab.

### **Mass Cancellation of Open Quotes**

Many companies generate multiple sales quotes and purchase quotes that are never approved. Sometimes, these quotes become too many to cancel in one session. Previous AccountMate versions allowed you to amend each individual quote and cancel it one at a time or to use the Purge PQ/SQ With Dates Before fields during Period-End Closing to cancel multiple open quotes.

AccountMate 10 introduces the new **Cancel Open Sales Quote** and **Cancel Open Purchase Quote** functions that provide the ability to easily cancel open quotes from a range of open sales/purchase quotes. Both functions allow you to set parameters for canceling open quotes. Select one or a range of customer/vendor numbers, salesperson numbers/buyer, sales order/purchase order numbers, and/or quote dates. Each qualified open sales/purchase quote is displayed along with the line items and quantities that are not approved for conversion into orders. To cancel, just mark the checkbox for the sales/purchase quote. When cancelling sales quotes, you may need to provide the reason for the cancellation so the cancelled line items will be saved to the Lost Sales Quote file.

### **Export or Email Reports immediately after Saving Transactions**

Authorized users can now export or email the reports and documents from the **Save window** immediately after recording the following transactions:

- Journal Entry Batch - can export/email the **Unposted Journal Entries Report**
- Void Posted Journal Entry Batch – can export/email the **Void Posted Journal Entries Report**
- AR Invoice – can export/email the **AR Invoice** document
- Sales Return – can export/email the **Sales Return Invoice** document
- Advanced Billing Payment – can export/email the **Payment Receipt** document
- Bank Deposit – can export/email the **Bank Deposit Report**
- Sales Order – can export/email the **Sales Order** document
- Sales Quote – can export/email the **Sales Quote** document
- Sales Order Shipment – can export/email the **Packing Slip** or **AR Invoice** document
- Sales Quote Approval – can export/email the **Sales Order** document
- Inventory Acceptance – can export/email the **AR Invoice** document
- Blanket Sales Order – can export/email the **Blanket Sales Order** document
- Blanket Sales Order Release – can export/email the **Sales Order** document
- Advanced Billing – can export/email the **Proforma Invoice** document
- Advanced Billing Approval – can export/email the **SO Packing Slip, AR Packing Slip, or AR Invoice** document
- Purchase Order – can export/email the **Purchase Order** document
- Purchase Quote – can export/email the **Purchase Quote** document
- Cancel Received Goods – can export/email the **Return Receipt** document
- Blanket Purchase Order – can export/email the **Blanket Purchase Order** document
- Blanket Purchase Order Release – can export/email the **Purchase Order** document
- Warehouse Transfer – can export/email the **Inventory Transfer Slip** document
- Internal Stock Issuance – can export/email the **Stock Issuance Slip** document
- Work Order – can export/email the **Work Order** document
- RMA Transaction – can export/email the **RMA Order** document
- Ship RMA – can export/email the **Packing Slip** or **RMA Invoice** document
- Complete RMA – can export/email the **Credit Invoice** document
- RTV Transaction – can export/email the **RTV Order** document

Any reports exported and emailed from the Transaction function will be flagged as printed in the same way that exporting and emailing from the Reports function does. This enhancement provides a convenient and easy way to export and email the reports and documents immediately after saving transactions from within the Transactions function without having the need to separately access the Reports functions.

### **Ability to Sort All Columns in Grids of Certain Accounts Receivable (AR) and Accounts Payable (AP) Functions**

In previous versions the following functions' grid data could be sorted by a few, specific information (Document #, Vendor #, or Customer #):

1. **Apply Payment (AR)**
2. **Apply Advanced Billing Payment (AR)**
3. **Apply Finance Charge** last window (AR)
4. **Manual Apply Payment (AP)**
5. **Automatic Apply Payment (AP)**

6. **Post Credit Card Payment** (AP)
7. **Post Finance Charge** (AP)
8. **Post Handwritten Check** (AP)
9. **Print Computer Check** (AP)

AccountMate 10 allows users to click on any column in the grid to sort data in ascending or descending order based on the values in the selected column. This provides users the flexibility to sort information based on other logical information including the invoice date, due date, balance, apply amount, etc.

### **More Powerful Search Mechanism for Special Items to be Shipped or Invoiced**

Some companies ship and invoice thousands of serialized, lot-controlled, or kit inventory items. The serial, lot, or kit numbers are usually shipped in sequence since the inventory items are inside a box or pallet. Previous AccountMate versions require users to record the shipment and to create an invoice for these special items by entering, scanning, or searching each individual serial, lot, or kit number.

AccountMate 10 is enhanced to make it easier for users to locate specific special items for shipment or invoicing. When recording shipments or creating invoices, users can specify a starting serial, lot, or kit number and a selection quantity and AccountMate automatically displays a range of serial, lot, or kit numbers for selection. This speeds up data entry allowing users to save time and effort in recording shipments and creating invoices for special items.

### **Ability to Select the Serial Number of Kit Components when Returning Kit Items**

In the previous AccountMate versions, users were required to enter the serial number of a serialized kit component when a kit item was returned. Users had to first locate the serial number in various tables or reports prior to entering the information in the **Create Sales Return** function > **Enter Qty for Item # [xxx]** window.

AccountMate 10 for SQL now provides the ability for users to choose from the **Select Qty for Item # [xxx] Window** grid the serial numbers of the kit components that comprise the returned kit item, thereby significantly reducing data entry time and data entry errors.

### **Allows Selection of Particular Warehouse Transfer Transaction to Record as Received**

A **Transfer #** field is added in the **Receive Warehouse Transfer Inventory** function. Users can enter in this field the system-defined transfer number to quickly identify the in-transit inventory items to be recorded as received. This enhancement helps reduce data entry mistakes and data entry time when recording warehouse transfer receipt transactions.

### **Supports Multi-Level Pricing by a Combination of Price Codes and Order Quantity Breaks**

This new version supports multi-level pricing by a combination of price codes and quantity for a range of items. Using the **Inventory Multi-Level Price Maintenance** function a user can assign an inventory item with different prices based on the customer's assigned price code (i.e., customer classification) and/or based on the order quantity.

### **Option to Use as the Customized Kit Unit Price the Sum of the Kit Components' Prices**

A new **Calculate Price from Components** checkbox has been added in the **Inventory Maintenance** function and **Kit Item Formula** window. Marking the **Calculate Price from Components** checkbox configures AccountMate to calculate the customized kit item's unit price by adding the individual kit components' unit prices. When this checkbox is marked, users who attempt to customize a kit item when creating sales orders will receive a reminder to update the kit components' prices prior to customizing the kit item.

### **Enhanced Overwrite Discount feature**

Previous AccountMate versions allowed users to overwrite only the Discount Percentage Rate, but not the Discount Amount on the applicable transactions (e.g., sales orders, invoices, purchase orders, RMA and RTV orders, shipments, inventory acceptance, etc.).

This newest version allows editing of both the discount percentage rate and amount. When the discount amount is overwritten, AccountMate automatically calculates and displays the adjusted discount percentage rate, and vice-versa.

### **Ability to set a default commission code for sales orders and AR invoices**

The commission code helps users easily identify the applicable commission plan for a sales transaction. If commission is set to be based on sales orders /invoices, previous AccountMate versions did not provide means to set a default commission code for sales orders and AR invoices; thus, users needed to manually enter a commission code each time a sales order or AR invoice is created.

In AccountMate 10 for SQL a new **Commission** field has been added in **Customer Maintenance**. If commission is set to be based on sales orders/invoices, the commission code provided in the customer record will be the default commission code in sales orders and AR invoices created for the customer, thereby reducing the steps required to manually enter the commission code during sales order or AR invoice creation. This saves data-entry time as users need not enter the same information each time a sales order or AR invoice is created for a customer while still giving them the flexibility to change the default commission code when necessary.

### **Separately Track Sales/Purchase Quote Approval Date and Quote/Order Dates**

AccountMate now retains the quote approval dates, which are assigned to sales/purchase quotes that are approved and converted to sales/purchase orders. The approval date is stored separately from the quote date and the order date, which is assigned during the approval process. This enhancement gives users a more complete history of the transaction's progress from sales/purchase quote to approval and conversion to sales/purchase order.

### **Capability to Set a Default Printer for any Reports**

Users no longer have to manually select a printer each time they print reports. This newest version provides the flexibility for users to set a default printer for any reports including checks. To implement this feature, a new **Report Default Printer Setup** function is added in the AccountMate System Bar. This new function allows you to assign to each report a default printer and also to set up your printing preferences.

### **Option to print signature lines on the Payroll and Accounts Payable checks**

The following functions are enhanced to allow users to print signature lines on the check without the need to set up a digital file with signature line in the **Bank Account Maintenance > Custom Check** tab > **Signature** field:

- **Print Computer Check (AP)**
- **Re-print Computer Check (AP)**
- **Print Payroll Check (PR)**
- **Re-print Payroll Check (PR)**
- **Federal 941 Tax Deposit**
- **Federal 943 Tax Deposit**
- **Federal 940 Tax Deposit**
- **State Tax Deposit**
- **Local Tax Deposit**

AccountMate 10 makes it possible for authorized users to specify one (1) or two (2) lines in the **Signature Line** field in the **Bank Account Maintenance > Custom Check** tab so signature lines will be printed on the checks. Users can now choose to order checks with or without the signature lines pre-printed on them.

### **More Powerful Reporting Tools**

New reports are introduced and some existing reports are enhanced to make it easier for users to get the information they need to effectively carry out their tasks. These new and enhanced reports include the following:

## **New Reports Facilitate Tracking of Unreleased Quantities in Blanket Orders**

Blanket sales/purchase orders are automatically converted into sales/purchase orders when released. The unreleased quantities in blanket sales orders need to be monitored and released as much as possible to take advantage of more sales opportunities, to create better customer relations, and to provide better service. Likewise, the unreleased quantities in blanket purchase orders need to be monitored and converted into orders, if possible, to ensure that special vendor prices are taken advantage of and to secure availability of the inventory items.

The following new reports help companies effectively track quantities that are yet to be released from blanket orders:

- **Unreleased Blanket Sales Order Report**

This new report shows the blanket sales order line item quantities that are not released and converted into sales orders. This report can be filtered by blanket sales order numbers, customer numbers, warehouse, item numbers, validity dates, and entry dates. Use this report to track the quantities that are yet to be released from blanket sales orders.

- **Unreleased Blanket Purchase Order Report**

This new report provides information on the blanket purchase order line item quantities that are not released converted into purchase orders. You can filter this report by blanket purchase order numbers, vendor numbers, warehouse, item numbers, validity dates, and entry dates. Use this report to track the quantities that are yet to be released from blanket purchase orders.

These new reports give users details about unreleased quantities without having to generate several reports to obtain the same information.

## **New Non-Customer Receipt Report in the Accounts Receivable Module**

A new report is added to the Accounts Receivable module. The **Non-Customer Receipt Report** provides information about the receipts from clients that are not set up as customers in AccountMate. This report makes it possible for users to easily and quickly obtain the same information without the need to generate several reports (e.g., Cash Receipts Report, etc.) and to look for records with blank customer number, which represents non-customer receipts.

## **Enhanced Bill of Materials Report**

This report has been updated as follows:

1. New options are added on the report interface:
  - **Standard and Average Costs** – Choosing this option configures AccountMate to display in the report the inventory components' standard costs, if these are non-zero; otherwise, the current average cost will be used.
  - **Standard Cost** – Choosing this option configures AccountMate to display in the report the inventory components' standard costs.
  - **Average Cost** – Choosing this option configures AccountMate to display in the report the inventory components' current average costs.
2. If the report is sorted by Parent Item #, an individual Parent Item # is provided, and the **Explode Bill of Materials** option is chosen; all costs from subassemblies are rolled up into their parent item.

## **Option to Filter Vendor Ledger Report by Invoice #**

We have added the option to filter by **Invoice #** the transactions that will be included in the **Vendor Ledger Report**. To use this filter option, click the List box button beside the Invoice # All field and enter the range or list of numbers of invoices that you want to see in the report. This enhancement gives the users the ability to focus the review of vendor transactions that are related only to certain AP invoices.

## **Option to Sort and Filter Transaction Log Report by Transaction Type**

Users can now sort the **Transaction Log Report** by **Transaction Type**. They also have the ability to filter the report for a range of transaction types. This enhancement makes it easier for users to group and analyze the inventory movements such as receipt, shipment, adjustments, warehouse transfer, internal stock issuances, manufacturing, etc.

## **AccountMate 10.1 New Modules (SO Configurator & MI Configurator)**

The most obvious enhancements to **AccountMate 10 for SQL and Express** are the two new modules: Sales Configurator and Manufacturing Configurator. They both provide rule-based options that will gain your customers a lot of flexibility.

**Sales Configurator** is a program that allows companies to develop and enforce ordering rules for the products they sell. It confirms that all quotes and orders entered into AccountMate include only products that the company can deliver. For example, if a company sells multiple lines of garage doors, but one line is only available in black and white, every order for that door can only be entered in a black or white color choice. This is true for every element of the garage door, from door size to available window options.

**Manufacturing Configurator** is a program that allows companies to develop and enforce ordering rules for the products they manufacturer. It confirms that all bills of materials entered into AccountMate include only products that the company can deliver. For example, if a company builds multiple lines of garage doors, but one line is only available with certain glass styles, every bill of materials for that door can only be created with appropriate glass choices. This is true for every element of the garage door, from door size to available paint options.

## **AccountMate 10.1 Conversion Tools**

AccountMate has a series of conversion tools to easily upgrade current AccountMate customers to latest versions of products. In addition, conversion tools are made available for companies that are currently using competitive product Sage Pro ERP.

For AccountMate 10.1, there are two **database conversion downloads**:

1. SQL to SQL
2. LAN to SQL

These **database conversion downloads** are available on our website at [http://www.accountmate.com/businesspartner/info/downloads/conversion\\_upgrades.asp](http://www.accountmate.com/businesspartner/info/downloads/conversion_upgrades.asp).

**Upgrades** are handled by the Standard Conversion Program. The upgrade process has been simplified by merging the AccountMate SQL/Express upgrade scripts with the standard utility we provide for AccountMate LAN conversions. Launching the AccountMate Administrator program in version 10 does not trigger the upgrade process; however, the system will still generate a reminder to run the external conversion utility to upgrade the company databases to the new version.

The **AccountMate Data Wizard** helps the AccountMate Business Partners with the conversion of data from any accounting system. It enables them to get a new client into an AccountMate system by importing data from either a Text or Excel source file into AccountMate 10.1 for SQL or Express.

This is a special utility designed to facilitate the maintenance of master records by allowing the user to either:

- Import data directly into specific AccountMate tables or
- Rename existing data in key AccountMate field.

Data Wizard is updated with each AccountMate Version and Build release. This assures that database changes are handled correctly.

## Installation File Contents for Version 10.1

The AccountMate 10.1 for SQL CD contains the following components:

- AccountMate 10.1 for SQL Program Files
- Microsoft Visual FoxPro 9.0 (Service Pack 2) Runtime Files
- Crystal Reports 2016 (Service Pack 18) Runtime Files

The link to the release notes for the SQL version can be found in the Download Center.

The link to the release notes for the Express version can be found in the Download Center.

## System Requirements

### Software Requirements

Before installing a demo or live copy of AccountMate 10.1 for SQL, verify that the servers and workstations meet the system requirements for installing and running AccountMate. **Note:** *Actual requirements may vary based on the operating system and database used in each installation. Provisions must also be made for any additional applications and files installed with AccountMate.*

### Database Server Requirements:

The database server must meet the following minimum requirements:

Operating System: Windows Server 2012 R2 Standard Edition or  
Windows Server 2012 Standard Edition

Database Management System: Microsoft SQL Server 2016 Standard Edition or  
Microsoft SQL Server 2016 Enterprise Edition or  
Microsoft SQL Server 2016 Express Edition or  
Microsoft SQL Server 2014 Standard Edition (SP2) or  
Microsoft SQL Server 2014 Enterprise Edition (SP2) or  
Microsoft SQL Server 2014 Express Edition (SP2) or  
Microsoft SQL Server 2012 Standard Edition (SP3) or  
Microsoft SQL Server 2012 Enterprise Edition (SP3) or  
Microsoft SQL Server 2012 Express Edition (SP3)

### File Server Requirements (Optional):

A File Server is optional but recommended to enhance performance. You can install the AccountMate 10 for SQL application on a file server and map all workstations to it, freeing up resources on the database server to obtain optimum performance on its data processing duties.

**Note:** *Under this setup, you do not need to install the AccountMate 10 for SQL application on each workstation. You only need to install the run-time library on each workstation. To do this, select the "Compact" installation type when running the program installer.*

Each application server must meet the following minimum requirements:

Operating System: Windows Server 2012 R2 Standard Edition or  
Windows Server 2012 Standard Edition